



HONOLULU FIRE DEPARTMENT

Attilio K. Leonardi, Fire Chief
John Clark, Deputy Fire Chief

POWERS, DUTIES, AND FUNCTIONS

The City Charter of the City and County of Honolulu designates the Honolulu Fire Department (HFD) as the fire protection agency for the City and County of Honolulu. The HFD's responsibilities are to provide fire fighting, rescue, emergency medical, and hazardous materials response for the entire island of Oahu, an area of 604 square miles. These duties are performed in a wide variety of terrain that include steep mountain ranges, wild lands, and agricultural fields; structures, which comprise a modern metropolitan city, including industrial complexes, business centers, government complexes, high-rise resorts, condominiums, and high-density urban residential dwellings; and the ocean surrounding the island.

The Fire Chief and the Deputy Fire Chief manage the operation and administration of the HFD and are responsible for carrying out the following functions mandated by the City Charter:

- Fire fighting and rescue work in order to save lives and property from fires and from emergencies emanating from hazardous terrain, ocean rescues, and hazardous materials.
- Training, equipping, maintaining, and supervising fire fighters and rescue personnel.
- Monitoring the construction and occupancy standards of buildings for the purpose of fire prevention.
- Providing educational programs related to fire prevention.
- Performing other duties as may be required by law.



On January 27, 2005, 12 fire fighting companies responded to a building fire at 1634 Makiki Street, which gutted five apartments. The cause of the fire was determined to be a pedestal fan. The fire was contained in one hour and completely extinguished in approximately 4.5 hours.

ORGANIZATION

The HFD consists of 1,092 uniformed personnel and 53 civilians totaling 1,145 employees. Personnel are organized into fire suppression and four bureaus that provide administrative and/or technical support for fire suppression. The fire suppression force, or Fire Operations, is under the direction of an Assistant Chief and is divided into three platoons. A platoon is the complement of fire fighters on any given day. The total number of companies in a platoon is 42 engine companies, 13 ladder or quint companies, 2 rescue companies, 2 hazardous materials companies, 2 tower companies, 1 fireboat company, 6 tankers, and 2 helicopters. Each platoon is divided into five battalions, each headed by a Battalion Chief. Each Battalion Chief oversees approximately 12 companies.

THE FIRE COMMISSION

The five Fire Commissioners are: Cynthia M. Bond; Sandra Au Fong; William "Buzzy" Hong; Anson "Slim" Ilae; and Lawrence K. W. Tseu, D.D.S. In January 2005, Jacob Ng filled the vacancy created by former Commissioner Anson "Slim" Ilae. In April 2005, Michael Yamaguchi filled the vacancy created by former Commissioner Lawrence K.W. Tseu, D.D.S.

The five commissioners, assisted by a part-time secretary and an attorney from the Department of the Corporation Counsel, meet on a monthly basis with the Fire Chief, the Deputy Fire Chief, and/or members of the Fire Chief's executive staff (Assistant Chiefs). The commission has accomplished the following:

- Reviewed the HFD's Executive Report dated November 8, 2004, which consisted of the Fire Chief's vision and a statement of the HFD's goals and objectives.
- Addressed 18 public complaints and requests for information involving the HFD.

- Developed the Fire Commission's budget for fiscal year 2005 and reviewed the HFD's budget for fiscal year 2005-2006.
- Attended several Departmental and promotional ceremonies.

OFFICE OF THE FIRE CHIEF

Executive leadership, management, and strategic planning are the responsibilities of the Fire Chief and Deputy Fire Chief. The Office of the Fire Chief is supported by two secretaries.

Department Highlights

- In July 2004, the HFD commenced its voluntary Emergency Medical Technician-Basic (EMT-B) medical training for its incumbent fire fighters.
- On August 10, 2004, a Commendation Ceremony was held at the Charles H. Thurston Training Center to recognize 22 community members and 6 fire fighters.
- Touchstone Pictures via the Hawaii Fire Fighters Association invited HFD fire fighters to a special advance screening of Ladder 49 on September 16, 22, and 28, 2004.
- In October 2004, the 87th Fire Fighter Recruit class was first to receive HFD Certification certificates to recognize successful training in the National Fire Protection Agency (NFPA) Fire Fighter I level and Hazmat Awareness.
- On October 25, 2004, the HFD's 88th Fire Fighter Recruit class commenced. The class consisted of 38 Fire Fighter Recruits.
- On November 10, 2004, a reunion for the 1st Fire Fighter Recruit class (October 1, 1957) was held.
- On November 16-17, 2004, the HFD, with assistance from the Department of Human Resources, conducted Candidate Physical Ability Tests (CPAT) for fire fighter recruit applicants. Of the 121 applicants that participated in the CPAT, 101 passed.
- On December 4, 2004, the HFD participated in the annual Honolulu City Lights parade. Four fire apparatuses participated in the parade—Tower 9, the HFD Special Events Apparatus, Engine 07, and the Keiki Fire Safety House.
- On December 11, 2004, the HFD participated in the Kapolei City Lights parade. Two fire apparatuses participated in the parade—the HFD Special Events Apparatus and the Keiki Fire Safety House.
- On February 25, 2005, approximately 100 retirees attended the Retirees' Appreciation Day held at the Charles H. Thurston Training Center.
- On March 5, 2005, the HFD hosted the 6th Annual Retirees' Dinner at Washington Place. Over 200 friends and family members attended the dinner to honor 28 retirees.
- On March 31, 2005, a promotion ceremony was held at the Charles H. Thurston Training Center to recognize a newly promoted Battalion Chief, 23 newly promoted Fire Captains, including the first female Fire Captain, and 14 newly promoted Fire Fighter IIIs.
- In April 2005, Senator Daniel Inouye intervened during serious lease negotiations with the U.S. Navy regarding the site of the Charles H. Thurston Training Center and introduced Federal legislation that would allow the Secretary of the U.S. Navy to convey the land in fee simple title to the City and County of Honolulu.
- In April 2005, the International Fire Service Accreditation Congress (IFSAC) reviewed and approved the HFD to certify to the NFPA Fire Fighter II level, Hazmat Operation and Fire Instructor I level.
- On May 11, 2005, a graduation ceremony for the 88th Fire Fighter Recruit Class was held at the Pacific Beach Hotel. Thirty-four (34) Fighter Recruits graduated from the classroom training portion of the Fire Fighter Recruit Program.
- On May 13, 2005, a promotion ceremony was held at the Charles H. Thurston Training Center to recognize 27 newly promoted Fire Fighter IIIs.
- On June 11, 2005, the Department of Human Resources with assistance from the HFD presented a workshop for women seeking a fire fighting career.

ADMINISTRATIVE SERVICES BUREAU

The Administrative Services Bureau (ASB) provides administrative, personnel, logistic, and maintenance support to the fire suppression force. An Assistant Chief is assisted by a staff consisting of two Battalion Chiefs, two Fire Captains, an Administrative Services Officer, a Personnel Management Specialist, a Safety Specialist, a Personnel Assistant, and a pool of clerical support staff. The ASB is responsible for overseeing the HFD's operating budget, property and inventory, personnel administration, and the administration of safety and health-related programs such as the Drug and Alcohol Program and the Infectious Disease Program. The HFD's Capital Improvement Project (CIP) and Community Development Block Grant (CDBG) funds are also under the purview of this bureau. Its expenditures for fiscal year 2004-2005 are as follows:

CIP

APPARATUSES

Acquisition of two pumps	\$ 934,000
One forklift (Training Center)	15,000
Mini-van (Community Relations)	25,000

FIRE STATIONS

Fire station building improvements	\$1,003,000
Hauula Fire Station relocation	500,000
Headquarters quipment	1,100,000
McCully Fire Station replacement	3,880,000
Moanalua Fire Station repairs	277,000
Waiialua Fire Station relocation	50,000

Mechanic Shop

The Mechanic Shop is responsible for the repair and maintenance of the HFD's fleet of fire fighting apparatuses that include 55 fire fighting pumps, 10 aerial ladder trucks, 6 quints, specialty apparatuses, 2 rescue apparatuses, 2 hazardous materials response vehicles, 11 tankers, 2 aerial tower apparatuses, one 110-foot fire boat, watercrafts assigned to various companies, and approximately 78 auxiliary vehicles. In addition, the Mechanic Shop repairs and maintains over 30,000 pieces of fire fighting equipment/tools from rescue powered tools and fire hoses to hand lights. Other types of critical services provided by the Mechanic Shop include specialty design and fabrication of custom accessories for fire fighter equipment, apparatus and annual pump testing, aerial ladder testing, and ground ladder testing for fire fighting apparatuses.

The Mechanic Shop is also tasked with the repair and maintenance of the Honolulu Police Department's (HPD) heavy equipment vehicles (10,000 gross vehicle weight [GVW]) consisting of two Special Weapons and Tactical (SWAT) trucks, one Emergency Management Command truck, and bomb trucks.

During fiscal year 2004-2005, the Mechanic Shop completed 3,046 HFD work orders and performed more than 1,159 repairs/service of fire fighting equipment, lawn maintenance equipment, and furniture items.

Radio Shop

The Radio Shop provides planning, acquisition, maintenance, and repair services for the Department's communication system, City Radio Communication System, and the City Paging System. The Radio Shop also provides repair services for the Oahu Civil Defense Agency (OCDA) and the Emergency Services Department's (ESD) Ocean Safety Division.

The Department has recently switched to the City's 800 MHz trunking radio system. All existing conventional radios were replaced with new 800 MHz radios. Each fire fighter in fire suppression will be equipped with a portable radio. This will allow each fire fighter the ability to communicate by radio and be able to declare an emergency on the radio should he/she need emergency assistance.

An Alternate Radio Dispatch System was also installed to back up the primary radio system. If the entire primary radio system or any part of the primary system should fail, this Alternate Dispatch Radio System will provide continuous radio communication between the radio dispatchers and the units in the field. It has the capacity to communicate with all of the City's first responders operating on this radio system. All of the Department's radios are equipped with four interoperable talk groups. Communication with any City first responder can easily be accomplished by switching to one of these interoperable talk groups.

The Department's radio system includes five newly acquired VHF radio frequencies. Forty (40) new portable radios have been programmed with these frequencies for training exercises conducted by our Training and Research Bureau.

The Radio Shop also services the Department's other electronic equipment such as light bars, sirens, opticoms, pagers, videocassette recorders, and public address amplifiers.

The ACU1000 was installed in our Mobile Command Center along with the associated radios, which provide interoperable communications between the HFD, the HPD, the OCDA, the ESD's Ocean Safety Division, and other State agencies. The United States Army has loaned the HFD a mobile radio, which will be incorporated into this communication network.

Seven portable radio chargers (multi-bay) were installed in the Mobile Command Center. Thirty (30) portable radios and 30 extra batteries will be housed in the Mobile Command Center, which can be loaned out whenever the Mobile Command Center is activated.

The Department of Justice has awarded the HFD funds to procure communication infrastructure to connect our Department's radio consoles to other City, State, and Federal agency radio consoles. This will allow the radio dispatchers to communicate with each other as well as have the ability to connect the radio channels together.

Plans are underway to build a new headquarters for the Department. The Radio Shop is planning to install a public address system to monitor the dispatch talk group throughout the building and to install a desktop radio console in the Emergency Operation Center.

An Auxiliary Communication System is being planned for the Department to be used in the event that our primary communication system is seriously damaged by a catastrophic event. We have acquired surplus portable radios from the HPD and surplus base stations from the Oahu Transit Services. Construction of this radio system is continuing.

City Radio Communication System

The City Radio Communication System consists of 400 mobile transceivers, 5 mountain top base stations, 2 control base stations, 8 corporation base yard radio stations, and 40 remote control consoles.

Transition onto the 800 MHz trunking radio system for most of the City agencies was delayed due to budgetary constraints.

City Paging System

The City Paging System is an island-wide paging system capable of handling 10,000 pagers. Any City agency is eligible to use the system, which consists of 12 paging transmitters and 1,200 pagers.

The HFD, as well as the ESD, utilize the City Paging System to disseminate information when dispatching emergency responses.

OCDA

The OCDA has already transitioned onto the City's 800 MHz trunking radio system. They operate 1 Maestro radio console, 5 mobile radios, and 85 portable radios.

OCEAN SAFETY DIVISION

The ESD's Ocean Safety Division has also transitioned onto the City's 800 MHz trunking radio system. They operate with 5 control stations and 105 portable radios.

Occupational Safety and Health Office

The HFD's Occupational Safety and Health Office (OSHO) is responsible for safety and health programs. It is committed to providing the HFD's personnel with a safe working environment by providing the highest standards of safety through education of its personnel, minimizing hazards through engineering, and enforcement of the Hawaii Occupational Safety and Health Division (HIOSH) and the Occupational Safety and Health Administration (OSHA) laws and standards in addition to following established HFD policies and procedures.

The OSHO will periodically review and revise existing policies, procedures, and programs to ensure the safety and health of its personnel. It also establishes new safety and health programs to maintain compliance with applicable Federal, State, and local safety laws to meet the growing needs of the Department.

Regular Safety Committee meetings are conducted with union representatives to ensure the safety and health of its members, to establish new safety and health policies, and to update existing programs to minimize employee exposure to hazardous conditions at emergencies and at various worksites. It also acts as the Department's liaison on safety and health-based issues.

Highlights

- Funding received from the United States Fire Administration's Assistance to Firefighters Grant Program administered by the Federal Emergency Management Agency (FEMA) was used for wellness/fitness. Funds were used to purchase physical fitness equipment for the fire stations, a voluntary baseline blood analysis, and an on-line health risk appraisal for all uniformed personnel. A wellness/fitness exercise regiment with peer fitness trainers has been developed and awaits implementation. The program has been placed under the direction of the HFD's Support Services section and a steering committee is being established to formulate an implementation plan/program.



On July 5, 2005, six fire fighting companies and one tanker responded to a fire at the Hawaii Metals Recycling Company in Campbell Industrial Park. It took fire crews approximately 11 hours to completely extinguish the fire.

- The ClearCommand voice amplifiers for self-contained breathing apparatuses (SCBA) have been distributed to all fire fighting personnel. Communications while wearing the SCBA mask have greatly improved and the units have been well received by all personnel.
- The HFD's Site Safety Assessment Program is a continuing program that was initiated in April 2003 to ensure the adherence of safety procedures. Site safety inspections for 2005 began in April and will continue through September.
- The Department's safety manuals have been revised and formatted into Standard Operating Guidelines (SOG). They are presently being reviewed by the Hawaii Fire Fighters Union.
- The antiquated foam and damaged containers containing Aqueous Film Forming Foam (AFFF) that were removed from the stations are in the process of being properly disposed.

SUPPORT SERVICES

Under the direction of an Assistant Chief, the Support Services section is responsible for managing and coordinating the operations of the Community Relations Office, the Fire Communication Center, the Fire Prevention Bureau, and the Training and Research Bureau.

Community Relations Office (CRO)

The CRO is the liaison between the community and the HFD. It is primarily responsible for coordinating ceremonies, funerals, and other events for the HFD. When requested by the public, the CRO coordinates fire apparatuses and personnel to promote fire safety awareness and education. The CRO also manages two important fire safety programs for the State: the Fire Fighter's Safety Guide (FFSG) for elementary school students and FFSG for senior citizens. The CRO is responsible for implementing partnerships with the private sector and nonprofit organizations to support fire safety education and other public or community goals.

Highlights

- The FFSG continues to be one of the most progressive approaches for developing fire safety and health awareness by elementary students within the State of Hawaii. The FFSG is available to 150,000 students in every elementary school statewide. Home-schooled and pre-kindergarten children are also included in the program.
- The FFSG for senior citizens contains important information about resources and safety tips to protect senior citizens against the tragedy of a home fire. These guides are available at all fire stations and the Fire Prevention Bureau, Education Section.
- The CRO also coordinates Fire Prevention Week (FPW) activities, including the proclamation signing by the Governor and Mayor, FPW demonstrations at shopping malls and fire stations, major demonstrations at various schools, and at other community events.
- The CRO is also responsible for coordinating the attendance of fire representatives and providing fire fighter safety information at neighborhood board and other community-based meetings. The HFD provides a representative at each of the 32 monthly neighborhood board meetings, where they update board members with fire safety information and monthly response statistics.
- The CRO coordinates the scheduling of various HFD entities:
 - Two musical groups comprised of HFD personnel perform at various City events and make other public appearances to promote fire safety awareness.
 - Sparky the fire safety mascot appears at various school presentations and other community events.
 - With the approval of the Fire Chief, the CRO coordinates and schedules rehearsals, uniform maintenance, and logistical needs for the HFD's Honor Guard.
- The CRO works with the Administrative Services Bureau and station personnel to coordinate the dedication and blessing ceremonies for all new apparatuses and new or renovated fire stations.
- The CRO coordinates and administers commendation award ceremonies to recognize individuals and fire fighters who have performed heroic deeds.
- In conjunction with The 200 Club and the Honolulu Police Department, the CRO coordinates the HFD's participation at the Mayor's Annual Manager and Employee of the Year awards ceremony.
- The CRO provides assistance to the families of deceased fire fighters by coordinating the memorial services. Assistance to active members who have had a family member pass away has been added to the services provided.

- The CRO coordinates and participates in City, State, Federal, and private sector events which benefit the community as a whole:
 - Government events include the Mayor's Memorial Day Ceremony, Honolulu City Lights, City Employees' Christmas Party, Keiki Youth Day, and Arizona Memorial Day.
 - Participation in various nonprofit programs, such as the Aloha United Way, the American Cancer Society, the American Heart Association, the American Red Cross, the Hawaii Food Bank, the Muscular Dystrophy Association, the Assistance League of Hawaii, and many others.

Fire Communication Center (FCC)

The FCC is the vital link between the public and the fire suppression force. Through a modern system of communication equipment, including the Computer-Aided Dispatching System, the FCC receives fire, rescue, and Emergency Medical Service calls and efficiently and rapidly dispatches fire, rescue, and/or hazardous materials companies to any location on Oahu. In addition, they maintain direct contact with other emergency organizations/agencies such as the Honolulu Police Department, Emergency Services Department, Federal Fire Department, U.S. Coast Guard, Oahu Civil Defense Agency, Board of Water Supply, Hawaiian Electric Company, Honolulu Harbor, Ramp Control at the Honolulu International Airport, and central alarm companies.

The FCC also manages the Department's National Fire Incident Reporting System program and collects, analyzes, and distributes statistical data on all of the Department's responses.

Highlights:

- The HFD purchased and installed a new 800 MHz radio system to be on board the City Radio System, which other City public safety agencies have already done. The new system increased the amount of repeater sites, which are utilized for area coverage on the entire island, from 10 to 13. This new system will also enable the HFD to connect directly to other agencies for interoperability at large incidents where multiple agencies may be operating.
- A pilot program to test a new Mobile Data Terminal connection within each apparatus was implemented. This new system allows companies to connect to the HFD network via wireless computer systems on each apparatus. This connectivity will allow Company Officers to access valuable information via the Internet for any incident, problem, e-mail, status update, etc., without using the radio system for transmission.

FIRE AND EMERGENCY STATISTICS

	FISCAL YEAR 2005	FISCAL YEAR 2004	FISCAL YEAR 2003
Fire Related	10,570	10,766	10,468
Fires			
Rescues			
Hazardous Materials			
Service Calls			
False Calls			
Other			
Emergency Related	23,598	22,178	19,549
Emergency Medicals			
Returned Enroutes			
Total HFD Responses	34,168	32,944	30,017
Total E911 Calls	49,814	40,274**	17,908*
Total Dollar Loss	\$14,326,646	\$12,724,465	\$10,700,944
Deaths			
Fire Personnel	0	0	0
Civilians	12	7	1
Injuries			
Fire Personnel	28	17	19
Civilians	26	32	18

*Data available up to November 2002

**Data unavailable for July 2003 and April 2004

DOLLAR LOSS

FISCAL YEAR

1996	\$15,003,360
1997.....	\$13,998,424
1998	\$13,252,365
1999	\$13,008,823
2000	\$11,977,648
2001	\$12,515,236
2002	\$ 9,723,028
2003	\$10,700,944
2004	\$12,724,465
2005	\$14,326,646

CASUALTIES

<u>FISCAL YEAR</u>	<u>FIRE SERVICE INJURY</u>	<u>FIRE SERVICE DEATH</u>	<u>CIVILIAN INJURY</u>	<u>CIVILIAN DEATH</u>
1996	43	1	21	3
1997	39	0	27	3
1998	62	0	22	12
1999	36	0	33	2
2000	31	0	32	2
2001	19	0	24	2
2002	25	0	40	3
2003	19	0	18	1
2004	17	0	32	7
2005	28	0	26	12

HIGHLIGHTS - FIRES

<u>DATE</u>	<u>LOCATION</u>	<u>CAUSE</u>	<u>LOSS STRUCTURE/CONTENTS</u>
07/13/04	89-249 Mano Avenue	Under Investigation	\$ 50,000/\$ 75,000
07/14/04	264 California Avenue	Cigarette Lighter	\$ 75,000/\$ 25,000
07/20/04	6294 Ibis Avenue	Electrical	\$300,000
07/20/04	365 Kuliouou Road	Incendiary	\$250,000/\$ 20,000
09/04/04	86-550 Lualualei Homestead Road	Incendiary	\$180,000/\$ 30,000
09/05/04	98-150 Lipoa Place	Unattended Cooking	\$500,000/\$100,000
09/09/04	2344 Date Street	Cigarette	\$350,000/\$ 50,000
09/28/04	985 Waiohinu Drive	Equipment Failure	\$250,000/\$ 50,000
10/19/04	91-1340 Hoopio Street	Incendiary	\$260,000/\$ 60,000
10/26/04	1080 Kupau Street	Under Investigation	\$120,000
11/04/04	87-1428 Akowai Road	Unattended Cooking	\$150,000/\$ 30,000
11/08/04	1521 South King Street	Under Investigation	\$ 80,000/\$ 30,000
11/17/04	1025 Kalo Place	Under Investigation	\$270,000/\$ 30,000
11/26/04	1813 Algaroba Street	Under Investigation	\$250,000/\$ 90,000
11/27/04	95-149 Wailawa Place	Under Investigation	\$200,000/\$ 50,000
12/22/04	2630 Kapiolani Boulevard	Under Investigation	\$125,000/\$ 20,000
12/27/04	4271 Kaimanahila Street	Under Investigation	\$350,000/\$100,000
01/04/05	87-1428 Akowai Road	Fireworks	\$300,000/\$ 50,000
01/20/05	3075 Kalihi Street	Accidental	\$ 50,000/\$ 50,000

<u>DATE</u>	<u>LOCATION</u>	<u>CAUSE</u>	<u>LOSS STRUCTURE/CONTENTS</u>
01/27/05	1634 Makiki Street	Electrical	\$850,000/\$150,000
01/28/05	2222 Aloha Drive	Under Investigation	\$200,000/\$ 50,000
02/02/05	99-663 Aiea Heights Drive	Under Investigation	\$225,000/\$ 50,000
02/04/05	1978 Hookumu Place	Undetermined	\$280,000/\$ 50,000
02/19/05	45-058 Waikalua Road	Under Investigation	\$270,000/\$ 80,000
03/17/05	1684 Kalakaua Avenue	Under Investigation	\$150,000
03/24/05	3273 Lincoln Avenue	Under Investigation	\$150,000/\$ 40,000
03/28/05	1925 Laukahi Street	Under Investigation	\$200,000/\$100,000
04/11/05	59-742 Kamehameha Highway	Electrical	\$115,000/\$ 25,000
04/13/05	94-378 Makapipipi Street	Electrical	\$208,000/\$ 70,000
04/20/05	54-258 Honomu Street	Incendiary	\$140,000
04/20/05	94-546 Awamoi Street	Under Investigation	\$225,000/\$ 30,000
04/22/05	85-626 Farrington Highway	Incendiary	\$100,000
05/26/05	91-056 Hanua Street	Undetermined	\$200,000
05/26/05	1214 Matlock Avenue	Under Investigation	\$200,000/\$ 50,000

HIGHLIGHTS - EMERGENCY INCIDENTS

<u>DATE</u>	<u>LOCATION</u>	<u>CAUSE</u>	<u>FATALITY/INJURY</u>
07/16/04	Moanalua Road	Motorcycle Accident	1 Civilian Fatality
07/26/04	45-629 Puohala Street	Auto Accident	1 Civilian Fatality
		3 Civilian Injuries	
07/30/04	H-1 Freeway	Auto Accident	1 Civilian Fatality
07/30/04	47-089 Kamehameha Highway	Auto Accident	1 Civilian Fatality
07/31/04	930 South King Street	Auto Accident	1 Civilian Fatality
08/15/04	91-4639 Farrington Highway	Pedestrian Accident	1 Civilian Fatality
08/16/04	H-2 Freeway	Auto Accident	1 HPD Fatality
10/02/04	Farrington Highway	Auto Accident	1 Civilian Fatality
10/09/04	Kalaniana'ole Highway	Bicycle Accident	1 Civilian Fatality
10/24/04	Kaahumanu Street	Auto Accident	1 Civilian Fatality
11/19/04	Fort Weaver Road	Motorcycle Accident	1 Civilian Fatality
11/24/04	H-1 Freeway	Auto Accident	1 Civilian Fatality
11/26/04	590 Farrington Highway	Auto Accident	1 Civilian Fatality
01/05/05	92-402 Farrington Highway	Auto Accident	1 Civilian Fatality
01/08/05	87-1555 Farrington Highway	Pedestrian Accident	1 Civilian Fatality
01/08/05	Hakimo Road	Auto Accident	1 Civilian Fatality
02/06/05	H-1 Freeway near Middle Street	Auto Fire	1 Civilian Fatality
02/25/05	H-1 Freeway near Palama Off ramp	Pedestrian Accident	1 Civilian Fatality
03/01/05	94-1211 Kunia Road	Auto Accident	3 Civilian Fatalities
04/02/05	Fort Weaver Road	Motorcycle Accident	1 Civilian Fatality
04/04/05	92-1014 Makakilo Drive	Pedestrian Accident	1 Civilian Fatality
04/09/05	H-1 Freeway near Kunia	Auto Accident	2 Civilian Fatalities
		3 Civilian Injuries	
04/11/05	Halawa Heights Road	Auto Accident	1 Civilian Fatality

<u>DATE</u>	<u>LOCATION</u>	<u>CAUSE</u>	<u>FATALITY/INJURY</u>
04/13/05	Kaukonahua Road	Auto Accident	1 Civilian Fatality
05/29/05	53-360 Kamehameha Highway	Auto Accident	1 Civilian Fatality



On March 15, 2005, an unidentified chemical in glass vials were discovered at a residence located at 1611-A Paula Drive. A collaborative effort by City, State, and Federal agencies took approximately two days to mitigate the situation and remove the vials.

Training and Research Bureau (TRB)

The TRB, located at the Charles H. Thurston Training Center (Training Center), assists with planning, coordinating, and evaluating the HFD's training activities. To fulfill the Department's mission statement, quality, dynamic, and essential training is provided for all Department personnel through various train-

ing programs. These programs help to ensure that responses to incidents, emergencies, and public assistance are performed in a safe, efficient, friendly, and professional manner.

The TRB conducts new and continuing research and testing on the latest technology and techniques in the areas of weapons of mass destruction (WMD), terrorism, hazardous materials (HM), fire fighting, water safety, driver training, apparatus operation, emergency medical response, and much more to assist personnel in accomplishing the Department's mission. The TRB also coordinates or offers cardiopulmonary resuscitation (CPR) and other safety courses for the benefit of City employees and the public.

The TRB is committed to developing highly trained, professional, and motivated personnel to provide the best fire protection, emergency response, and safety education possible to the residents of the City and County of Honolulu.

Administration Section

This section is responsible for maintaining the Training Center, scheduling, and/or coordinating its daily operations and providing effective daily facility operations. The facility has been very active with the programs conducted by various organizations and will continue with this trend.

The Records Management System provides the ability to input and extract data in areas such as incident reporting, training documentation, and occupancy information. Our modern computer system allows us to communicate, distribute, and explore new training technologies, such as interactive computer-based training.

Development and Certification Section

This section promotes professional development through ongoing developmental programs and prepares HFD personnel for the challenge of certification. In April 2005, the International Fire Service Accreditation Congress (IFSAC) accredited the HFD to certify to the National Fire Protection Agency (NFPA) Fire Fighter II, HM Operations, and Fire Service Instructor I levels. This section is preparing to submit NFPA Pumping Apparatus Driver/Operator, Aerial Apparatus Driver/Operator, and Fire Service Instructor II levels of certification for IFSAC accreditation in February 2006. This section also conducts Third-Party Evaluator training to supplement its Certification Program.

Medical Section

The Medical Section is responsible for conducting initial and recurrent medical training for the Department's personnel, reviewing medical emergency responses and documentation, conducting first aid and CPR classes for City employees and the general public, and managing public health awareness programs.

This section provided emergency medical training (i.e., National Registry of Emergency Medical Technicians-Basic [NREMT-B]) to the Department's 88th Fire Fighter Recruit (FFR) class and two Incumbent classes. This section also conducted three initial and three refresher Pre-Hospital Trauma Life Support classes.

Five hundred sixty-six HFD personnel were recertified in Basic Life Support (BLS) CPR/Automatic External Defibrillator (AED) by their Company Commanders or the Medical Section, and 50 HFD personnel were given initial certification. The Medical Section

also maintains 408 American Heart Association (AHA) certified instructors and 41 instructor/trainers.

This section provides continuous audit, review, query, and reports on operations and documentation concerning all emergency medical responses. A 100% review of all National Fire Incident Reporting System 5.0/Advanced Emergency Medical Service medical incident reports and cardiac arrest rescue link data has been conducted.

The HFD has trained approximately 11,000 citizens through the CPR for Family and Friends Program. The agreement to assist the AHA with CPR mass training events and other activities continue to be fulfilled. The HFD assists in the AHA's national CPR initiative, Operation Heartbeat, and provides a meeting room for many of its administrative meetings.

The HFD's AED Program continues. In 2004, 389 patients were found in cardiac arrest, 85 were in a treatable rhythm, and 13 patients were saved. This amounts to a 15% save rate. Quality Assurance and Utstein databases are being maintained, monitored, and evaluated for trend analysis.

A liaison is provided to the Honolulu Police Department (HPD) for maintenance of their AED program, and the HFD continues to assist with data management for the HPD. Field data transfer procedures remain the same and HPD officers continue to download data cards at all fire stations. The HPD has over 500 AEDs in service in the field.

Management of the Hypertension Awareness Program continues. The Medical Section has kept stations stocked with blood pressure monitoring cards and provided replacement and/or repair of blood pressure cuffs and stethoscopes.

The Medical Section has been working with the Department of Information Technology to create a blood pressure monitoring database site. A working test site was placed on the HFD intranet in July 2004. Forty-six personnel were trained as Battalion Trainers.

This section has developed an Incident Rehabilitation Program for HFD personnel. The Medical Section staff provides rehabilitation and medical monitoring support during fire fighting and fire fighting training. The Rehab team was activated for response eight times in 2004, providing support to personnel at large scale incidents. This section also provided rehabilitation and medical monitoring for the 88th FFR Class during fire fighting training.

This section provides a designated Medical Section Officer for management of the HFD's Critical Incident Stress Management (CISM) Program. The officer administers the CISM team's activities, such as scheduling course instruction, quarterly meetings, and any organized CISM response from 7:45 a.m. to 4:30 p.m., Monday through Friday, and the assignment of the team leader for each CISM response.

This section served as a liaison to other bureaus and agencies such as the HFD's Medical Director, the HFD's Medical Committee, the Medical Services Division of the Department of Emergency Services, the HPD, the Morbidity and Mortality Committee, the City's and State's Emergency Medical Services Advisory Committees, the State Board of Medical Examiners Advisory Committee, the AHA's Operation Heartbeat and Operation Stroke, the Healthcare Association of Hawaii, the Metropolitan Medical Response System, and the Keiki Death Review Committee.

Fire Operations Section

This section provided the following classes and training to Fire Operations personnel:

Apparatus Operation Training (AOT)

- Updated the AOT curriculum (six-day class which included Waterous Pump familiarization)
- Completed AOT for 2nd and 3rd Platoon personnel

Rescue Watercraft (RWC) Program

- Initiated the RWC Field Operator Course
- Developed the RWC Company Training Program
- Developed the RWC Manual
- Initiated the RWC Maintenance Program
- Issued new RWC safety equipment to Fire Operations

Automobile Extrication

- Delivered Automobile Extrication classes to Department personnel
- Distributed the Automobile Extrication Manual to the companies

Assisted the 88th FFR Class with the following:

- Provided instruction as a Recruit Training Officer
- Assisted in building Certification training props
- Participated in Certification training for the Fire Fighter I Level

Assisted Fire Operations with the following:

- November Competition
- Rehabilitation operations at larger scaled incidents
- Night exercises conducted at the Training Center

Developed and/or revised the following manuals:

- HFD Training Manual Addendum
- Finalized and distributed the Equipment Standard Operating Guidelines (SOG), Chapter 5, Article 3 of the HFD Policy and Procedures manual

Received delivery of the Kidde Mobile Live Fire Trainer

- Ten HFD personnel received instruction as Live Fire Trainer operators
- Developing a training program for HFD use of the Live Fire Trainer

Assisted in developing the Company Officer Training Program



Special Operations Section

The Special Operations Section assisted in facilitating, developing, and delivering the training needs of the HM and Rescue companies. Areas of assistance include HM Incident Management, HM Technician, HM Technician Refresher, HM Operations Level Recruit Training, WMD Awareness, and logistical needs for Rescue Basic Training (RBT), RBT Refresher, and other related duties.

This section also assists in the facilitation and evaluation of simulated and/or live drills, old and new equipment demonstration, testing, evaluation, and purchasing. Other responsibilities include coordinating and procuring on- and off-island HM/WMD training courses for Department personnel and reviewing and updating the HFD WMD SOG, HFD WMD Awareness program, and all other matters relating to WMD and/or terrorism.

The following training was conducted in FY 2004-2005:

- 80-hour National Fire Academy Chemistry for Emergency Response (the first part of the 160-hour HM Technician training) (25 HFD personnel)
- HM First Responder Operations, which included IFSAC certification to the HM Awareness level (88th FFR Class)
- HM Technician Refresher (234 HFD personnel)
- HFD WMD/Terrorism Awareness program delivered to all operations personnel via the Hazmat companies trimester training calendar
- Assisted Rescue personnel with RBT logistical needs

Other Activities:

- Attended quarterly Local Emergency Planning Committee meetings
- Attended monthly HFD Hazmat Officers meetings
- Conducted the HFD and Kapiolani Community College's Emergency Medical Services Mass Casualty night exercise
- Hosted and assisted with the Chevron Hawaii Petroleum Fire Protection course
- Distributed the HFD WMD SOG
- Attended the Oahu Metropolitan Medical Response System meetings
- Hosted and assisted with the HFD Amateur Radio Training course
- Completed and submitted the draft of the HFD WMD/Terrorism Awareness program and accompanying PowerPoint presentation
- Processed 58 personnel through the Bechtel, Nevada, WMD Radiological/Nuclear Course for HM Technicians
- Processed two personnel through the Anniston, Alabama, WMD COBRA training program
- Processed nine personnel through the New Mexico Tech WMD Incident Response to Terrorist Bombings course



On January 6, 2005, fire fighters from Rescue 1, Quint 34, and Air 1 rescued a downed paraglider at the Makapuu Beach Park.

- Assisted with evaluating Fire Operations' night exercises
- Assisted with rehab for Fire Operations upon request
- Attended multiple interagency training exercises and tabletop discussions

Driver Training Section

The Driver Training Section maintains a Commercial Drivers License (CDL) compliance program that meets or exceeds Federal and State requirements under the terms of the 1997 exemption from the CDL. The following programs are administered to address standards and Department requirements:

National Safety Council's Defensive Driving Course

- All-Terrain Vehicle Rider Course
- Initial City Operator's Certification (Class 3, 4, BP, CP, tower, and towed vehicle) Training Programs
- Accident Review
- Emergency Vehicle Operator's Course (Class 3)
- Forklift training
- Recruit Assessment Program
- Remedial training

Decentralized training and recertification are accomplished by utilizing suppression personnel through the Department's Field Driver Training and Fire Fighter III Driver Training Programs.

Recruit Training Program

The Recruit Training Program involves classroom sessions and simulated and/or practical field training. The duration of the Recruit Training Program is approximately eight months. FFRs are taught Departmental procedures, including rules and regulations and organizational structure; fire suppression and rescue techniques, including hose, ladder, and rappelling training; emergency services, including EMT-B, CPR, and AED training; HM training; fire prevention training; driver training, including driving the fire apparatus; water safety; and public utilities training. Live fire exercises at the Training Center and at assisting agency (i.e., Chevron Products Company Hawaii Refinery, Hickam Air Force Base, Schofield Barracks, and the State of Hawaii Department of Transportation Airports Division State Crash and Rescue) facilities are also included in the training.

FFRs who successfully complete and graduate from this program receive certifications for IFSAC Fire Fighter I, IFSAC HM Awareness, NREMT-B, and the AHA BLS for Health Care Provider. FFRs also receive HFD certificates for Water Safety and First Responder and the City Operator's certificate. FFRs are then transferred to the field to obtain live experience responding to the emergencies. FFRs are expected to demonstrate and apply the fire fighting skills and techniques taught in the Recruit Training Program.

The 88th FFR Class commenced training on October 25, 2004, and graduated on May 11, 2005.

Fire Prevention Bureau (FPB)

The FPB's mission is to effectively promote fire and life safety programs that assist the HFD in accomplishing its mission of mitigating loss of life, property, and damage to the environment.

Hawaii State law and the Charter of the City and County of Honolulu assign the following responsibilities to the Fire Chief:

- Review and adoption of fire codes
- Fire code compliance inspections
- Investigation of fires to determine origin and cause
- Review of building construction fire plans
- Providing fire safety education to the community

The Fire Chief fulfills these responsibilities through the efforts of the FPB, which is staffed with 34 uniformed employees and two civilians. The FPB is organized functionally into the following sections: Administration, Codes Enforcement, Education, Fire Investigation, and Plans Review.

Highlights

- The FPB initiated three amendments that were adopted by the Fire Code of the City and County of Honolulu: Required posting of signage prohibiting the placement of objects to hold fuel-dispensing nozzles in the latch-open position; prohibiting latch-open devices at self-service fuel dispensing stations; and allowing designated individuals to check for supporting devices, dryness, open flames, and watering to minimize the hazard of dry Christmas trees in public buildings in lieu of flame retardant treatment.
- The three code sections continued to prioritize fire inspections based on the Department's Risk Assessment Plan. In July 2004, the FPB discontinued fire inspection data entry into the Department's Records Management System due to the

system's unreliability. An internal database was created to record all inspections, and the statistics reflect the total inspections by occupancies and the percentage of inspections completed by risk category. There was no data available for the previous fiscal year (FY). Training commenced on the implementation of a wireless tablet and database record system that will be linked to the Department of Planning and Permitting's Public One Stop Service (also known as POSSE) system and streamline the fire inspection process and record system. The existing internal database will eventually be converted to the wireless system and will assist the HFD in meeting its statutory requirements to inspect all buildings within two years.

- The FPB continues to monitor compliance with Ordinance 01-53, which requires existing business buildings to be retrofitted with automatic fire sprinklers and other life- safety measures by May 2008. Fifty-five of 73 buildings have met the 60-day requirements; three are in final notice, and 15 are in the process of meeting the 60-day requirements.
- On December 1, 2004, Resolution 04-334, CD1, established a Residential Fire Safety Advisory Committee (RFSAC) to gather information and prepare findings on the costs and incentives to retrofit existing residential high-rise buildings. The RFSAC is comprised of a broad spectrum of concerned stakeholders from the public and private sectors. On May 31, 2005, the RFSAC presented its written findings to the City Council. The findings included a list of approximately 300 affected buildings, the costs of four representative sample buildings, and 11 possible incentives that could reduce the cost of retrofitting.
- The Company Inspection Program (CIP) manual is in its final stages of editing. The CIP manual, along with a pocket-sized inspection field guide, a DVD training video, and the current adopted Fire Code of the City and County of Honolulu will be distributed to all Operations personnel. These tools will enable personnel to conduct thorough and comprehensive inspections of all building occupancies within their jurisdiction.
- There were 12 fire fatalities during the reporting period (one in an auto accident and 11 in building fires). Ten fatalities occurred in single-family dwellings and one occurred in a high-rise residential building. One incendiary fire claimed two lives and there were ten victims in accidental fire causes. None of the residential buildings where the 11 fatalities occurred had a working smoke detector. Eight fatalities were over the age of 70, two were between 50-60 years old, and two were under the age of 20. There were eight fire fatalities for the prior FY, four of which were the result of one auto accident.
- There were decreases of 10% and 14%, respectively, in issued fireworks licenses and public display permits from the previous FY. There were increases of 60% and 75% for special and Satellite City Hall issued fireworks permits, respectively. According to the State Department of Health, fireworks-related injuries on Oahu increased 82% from the previous FY. The Honolulu Police Department's fireworks-related calls increased 67% from the previous FY.
- The Youth Firesetter Program (YFP) is in its second year of providing education and counseling to identified youth regarding the dangers and consequences of playing with fire. The YFP received seven referrals, ages 4-13 years old, primarily from concerned parents. Those who completed the program were given Certificates of Completion and have not been reported in subsequent fire starting activity. YFP program kits and polo shirts were distributed to each battalion, and a program brochure and parent survey are being utilized.
- In November 2004, administrative rules for licensing individuals to conduct maintenance testing of fire protection systems and portable fire extinguishers were submitted to the Department of the Corporation Counsel (COR) for review and comment. The rules will delineate regulatory responsibilities and establish consistent procedures and forms in compliance with the Fire Code of the City and County of Honolulu. Upon completion of the COR's comment and review, public hearings will be held prior to adoption.
- The State Fire Council (SFC) conducted quarterly meetings at each of the Hawaii counties to develop a comprehensive fire service management network for the protection of life, property, and environment throughout the State of Hawaii. The SFC addressed issues such as the adoption of the next State Fire Code, application and expenditure of Federal grant assistance, standardization of procedures and forms related to inspections, investigations, and reporting of fires, and advising the Governor and Legislature with respect to fire prevention, protection, and life safety.
- The SFC submitted 15 legislative bill proposals. A bill for the SFC to expend grant funds passed; fireworks bill revisions and a sprinkler tax credit crossed over but died in the final committee; all other bills failed. The SFC will continue to work with legislators, the State Department of Labor and Industrial Relations, the Department of the Attorney General, and other stakeholders prior to the next session.
- Through a Federal Emergency Management Agency grant, the SFC coordinated HM Technician training at the HFD's Training Center. Due to State certification requirements for supplemental psychomotor skills and cognitive training, an additional 32 hours were incorporated into the 80-hour *Chemistry for Emergency Response* course and its 80-hour companion *Hazardous Materials Operating Site Practices* course.

STATISTICS**FISCAL YEAR 2004-2005****Code Enforcement**

OCCUPANCY INSPECTIONS	FY 03-04	FY 04-05	DIFFERENCE	% CHANGE
Assembly "A"	312	345	33	11
Business "B"	2,824	1,154	-1,670	-59
Retail and Wholesale "M"	392	222	-170	-43
Warehouse and Storage "S"	227	109	-118	-52
Educational Facilities "E"	537	74	-463	-86
Institutions "I"	309	89	-220	-71
Hazardous Facilities "H"	89	219	130	46
Residential "R1"	971	617	-354	-36
Factory "F"	101	23	-78	-77
Total Inspections	5,762	2,852	-2,910	-51

INSPECTION BY RISK CATEGORY	FY 03-04	FY 04-05	TOTAL	% COMPLETED
Maximum	N/A	301	828	36
High/Special	N/A	767	815	94
Moderate/Special	N/A	1,326	1,915	69
Low	N/A	300	1,187	25
Totals	N/A	2,694	4,745	56

INSPECTIONS FOR PERMITS	FY 03-04	FY 04-05	DIFFERENCE	% CHANGE
Assemblies	28	27	-1	-4
Flammable Finishes	55	62	7	13
Fireworks	171	157	-14	-8
Total Inspections	254	246	-8	-3

OTHER ACTIVITIES	FY 03-04	FY 04-05	DIFFERENCE	% CHANGE
Notices of Fire Hazard	22	11	-11	-50
Night Inspections	210	165	-45	-21
Referrals to FPB	609	446	-163	-27
Reinspections	2,641	1,898	-743	-28
Notices of Violation	590	459	-131	-22
Orders to Comply	130	112	-18	-14
Final Notices	35	29	-6	-17
Total Other Activities	4,237	3,120	-1,117	-26

Plans Review

ACTIVITIES	FY 03-04	FY 04-05	DIFFERENCE	% CHANGE
Plans Approved	1,116	1,076	-40	-4
Flammable/Combustible				
Permits	23	29	6	26
Liquefied Petroleum Gas				
Permits	54	44	-10	-19
Temporary Structure Permits	10	35	25	250
Fire Alarm System Tests	232	263	31	13
Rangehood System Tests	62	51	-11	-18
Total Activities	1,497	1,498	-1	-.01

OTHER ACTIVITIES	FY 03-04	FY 04-05	DIFFERENCE	% CHANGE
Correspondence Generated	266	413	147	55
Plans and Permit Totals	<u>1,763</u>	<u>1,911</u>	<u>148</u>	<u>8</u>
Total Activities	3,526	3,822	296	8

Fire Investigation

ACTIVITIES	FY 03-04	FY 04-05	DIFFERENCE	% CHANGE
Structure Fire Investigations	128	122	-6	-5
Automobile Fire Investigations	<u>1</u>	<u>6</u>	<u>5</u>	<u>500</u>
Total Activities	129	128	-1	-.8

Education

ACTIVITIES	FY 03-04	FY 04-05	DIFFERENCE	% CHANGE
Fairs	10	13	3	30
Fire Extinguisher Classes	34	67	33	97
Fire Evacuation Drills	44	61	17	39
Fire Evacuation Planning	37	16	-21	-57
Fire and Life Safety				
Presentations	68	57	-11	-16
Keiki House	26	31	5	19
Total Activities	219	245	26	12
Total Audience	26,863	44,005	17,142	64

Administration

ACTIVITIES	FY 03-04	FY 04-05	DIFFERENCE	% CHANGE
Fireworks Licenses	125	112	-13	-10
License Fees Collected .. \$106,000	\$91,000	-\$15,000		-14

FIREWORKS PERMITS	FY 03-04	FY 04-05	DIFFERENCE	% CHANGE
Public Displays	50	43	-7	-14
Special	91	146	55	60
Satellite City Halls	<u>8,971</u>	<u>15,662</u>	<u>6,691</u>	<u>75</u>
Total Permits	9,112	15,851	6,739	74

STATE DEPARTMENT OF HEALTH	FY 03-04	FY 04-05	DIFFERENCE	% CHANGE
Fireworks Injuries	67	122	55	82

HONOLULU POLICE DEPARTMENT	FY 03-04	FY 04-05	DIFFERENCE	% CHANGE
Fireworks-related Calls	567	949	382	67

INSPECTIONS	FY 03-04	FY 04-05	DIFFERENCE	% CHANGE
Preschools/Day Care	207	165	-42	-20

OTHER ACTIVITIES	FY 03-04	FY 04-05	DIFFERENCE	% CHANGE
Correspondence	401	522	121	30
Final Notices Issued	33	33	0	0
Order to Comply Letters Issued	143	127	-16	-11
Referrals	<u>392</u>	<u>287</u>	<u>-105</u>	<u>-27</u>
Total Activities	969	969	0	0

SFC

<u>MAN DAYS (8 HOURS)</u>	<u>FY 03-04</u>	<u>FY 04-05</u>	<u>DIFFERENCE</u>	<u>% CHANGE</u>
Battalion Chief	60	52	-8	-13
Fire Captain	100	110	10	10
SFC Administrative Assistant	123.5	182	58.5	47
In-Kind Contributions (\$)				
to the SFC	\$20,460	\$34,504	\$14,044	69

CIP

<u>INSPECTIONS</u>	<u>FY 03-04</u>	<u>FY 04-05</u>	<u>DIFFERENCE</u>	<u>% CHANGE</u>
Residential	195,839	196,174	335	1
Assembly	468	318	-150	-32
Business	11,333	10,209	-1,124	-10
Manufacturing	328	292	-36	-11
Education	318	342	24	8
Storage	548	531	-17	-3
Transportation	10	38	28	280
Miscellaneous	372	473	101	27
Total Inspections	209,216	208,377	-839	22
Total Man-hours	22,863	17,852	-5,011	-22

PLANNING AND DEVELOPMENT

Under the direction of an Assistant Chief, the Planning and Development (P&D) Division assists the Fire Chief and Deputy Fire Chief by coordinating the Department's overall short- and long-term planning, operational, and quality improvement processes.

The P&D reviews, researches, and monitors emerging national, State, and City and County legislation, regulations, trends and events, as well as past Department performance, to establish goals and objectives necessary to realize the HFD's mission.

In addition, the P&D is responsible for developing and maintaining other critical Department plans, which include emergency operations/disaster plans, standards of response coverage plans, deployment plans and other risk mitigation, and preparedness strategies.

The Assistant Chief of the P&D is the Department liaison for interagency coordination with the OCDA, the State Civil Defense, and the City's Administration on various island-wide and statewide issues.

Timely, meaningful information is critical for effective and efficient Department management. The P&D monitors and evaluates the functions performed by the records management system and recommends improvements to enhance the Department's data collection and reporting processes. The Management Analyst conducts statistical analyses on all aspects of the Department's operations and establishes benchmarks and performance measures to ensure that goals and objectives are being achieved.

Grant management continues to be an increasingly important function of the P&D. Grant funding allows the Department to improve services to the community by providing for new or additional equipment, training, and resources. The P&D provides the coordination of grant management processes including applications, budgets, procurement, and reporting.

The P&D provides research and development of new programs and evaluates existing programs and services to improve Department efficiency and effectiveness. Over the past year, these included interoperable voice and data communications, improvement of the record management and geographical information systems.

The Assistant Chief of the P&D chairs and oversees the HFD's Board of Inquiry, which is composed of the HFD's Executive Officers and investigates accidents, complaints, personnel matters, and other occurrences that are of a confidential nature.

The P&D continues to produce the HFD's newsletter, Hale Ahi News, and manages the Department's program recommendation format: Subject, Objective, Problem, Proposal, Advantages, Disadvantages, Actions (SOPPADA).

Grant Management

Assistance to Firefighters Grants (AFG)

- In February 2005, the Federal Emergency Management Agency (FEMA) conducted a technical review of the 2002 and 2003 AFG and determined that all documents were in compliance with FEMA requirements. In July, the HFD received notification that the AFG 2002 was closed out successfully.

- The HFD also received an extension on the performance period of the AFG 2003 to July 15, 2005. The final performance reports will be filed once all invoices for the Ward Diesel "No Smoke" Filters and the Kidde Live Burn Trailer are paid.
- An AFG 2004 was awarded to the HFD in February 2005. The grant will fund the purchase of Rapid Intervention Team (RIT) equipment.
- The HFD has applied for the AFG 2005 to fund Mine Safety Appliance SCBA heads-up display (HUD) for fire fighting personnel.

Department of Fish and Wildlife (DOFAW) Grants

- The invoices for brush fire fighting equipment and FireView analysis software under the DOFAW 2003 grant have been processed.
- DOFAW 2004-purchased brushfire personal protective equipment (PPE) and Ansul Silvex Foam Concentrate were purchased through the DOFAW 2004 grant. MSA 3000 psig cylinders are currently being purchased.

Office of Domestic Preparedness (ODP) Grants

- In February 2005, the P&D submitted documentation on an outstanding FEMA Terrorism Training grant from 1998. The grant was successfully closed out.

The HFD received extensions on grants that are administered by the OCDA. The extensions permit the HFD to remain within the performance period on the following grant-funded projects.

- ODP 2003, Part 1: Hydralock adapters, PPEs, nozzles, and SCBA high capacity cylinders
- ODP 2003, Part 2: 2 new Rescue trucks, 800 MHz test equipment
- ODP 2004: Mobile Data, Public One Stop Service (POSSE), and HOSES projects
- UASI 2003: 800 MHz radio system

Projects

FireRMS 5.0-3.29: The upgrade of the HFD records management system (RMS) is scheduled for September 2005. The P&D staff is working with the vendor to configure screens and fields after receiving input from various HFD sections.

FireView: In August 2004, the HFD acquired the FireView analysis application, which allows the Department to easily analyze incident and occupancy data in a geospatial context to determine such information as trends, service needs, locations of new physical assets, estimated travel times from specific locations, and event concentrations.

Data conversion and application customization occurred and formal training was provided to key users in April 2005, and was successfully used to produce the Department's incident coverage maps for 2004.

Honolulu On-Line System for Emergency Services (HOSES) and Mobile HOSES: The HOSES and its wireless mobile component, Mobile HOSES, were chosen to replace the HFD Intranet in July 2004. HOSES is a customized application that is modeled after the Honolulu Board of Water Supply's Honolulu On-line Utilities (HONU) and Mobile Application Notebook (MANO) systems and is designed to integrate all of the Department disparate system applications, electronic and manual processes, documentation and other needs onto a geographic information system (GIS)-based application that will be accessible to all Department personnel. HOSE/Mobile HOSES will allow users to easily use applications such as the City's GIS, POSSE, or other systems and processes without being power users of any given application. It will also simplify and streamline the way documents and forms are handled using a simplified online automated process.

The contract for the development of the HOSES and Mobile HOSES project was awarded in February 2005. The first phase is expected to be ready for testing by May 2006. HOSES and Mobile HOSES will be funded through the ODP 2004 grant funds at a cost of \$249,000.

POSSE: The POSSE application was chosen to replace the current Occupancy Module in the Sunpro RMS. POSSE will be customized to handle occupancy inspections on wireless tablet PCs and produce necessary management reports to determine the number and types of occupancies on the island of Oahu, as well as monitor the number and inspection activities of each inspector and code section on a daily, weekly, monthly, quarterly, and annual basis.

Development of the POSSE application process began in February 2005 and implementation is projected for September 2005. The cost of the customization is \$81,000, and \$127,000 for the purchase of the tablet PCs and related hardware.

Reaccreditation: P&D prepared the Department's Standards of Response Coverage document, Self-Assessment Manual, and Strategic and Long-Term Master Plan as required by the Commission on Fire Accreditation International, Inc.'s (CFAI) reaccreditation process. The CFAI conducted a site visit in June 2005, and the HFD will have their recommendation for reaccreditation at the meeting of the Board of Directors in August 2005.

FIRE FISCAL

The financial report of the HFD for the fiscal year ending in June 30, 2005, is presented below.

The total operating expenditures for the Department's Fire Protection Program for fiscal year 2004-05 amounted to \$66,739,415 as compared with \$63,433,172 of the preceding year, an increase of \$3,306,243 or 5.2% as follows:

	<u>FY 2004-05</u>	<u>FY 2003-04</u>	<u>VARIANCE</u>	<u>PERCENT</u>
Salaries	\$59,925,736	\$56,782,412	\$3,143,324	5.5%
Current Expenses	6,420,055	6,286,661	133,394	2.1%
Equipment	393,624	364,099	29,525	8.1%
	<u>\$66,739,415</u>	<u>\$63,433,172</u>	<u>\$3,306,243</u>	5.2%

The composition of expenditures by character of expenditure is as follows:

	<u>FY 2004-05</u>	<u>PERCENT</u>
Salaries	\$59,925,736	90%
Current Expenses	6,420,055	10%
Equipment	393,624	1%
	<u>\$66,739,415</u>	100%

Per Ordinance 04-24, the appropriation for fiscal year 2004-05 total \$68,542,647 in the General Fund.

Salaries and Wages

The HFD had 1,145.69 funded positions. There were approximately 82 vacant positions on June 30, 2005.

<u>APPROPRIATION</u>	<u>FY 2004-05</u>	<u>FY 2003-04</u>	<u>VARIANCE</u>
Salaries	\$61,843,612	\$57,996,869	3,846,743
Current Expenses	6,234,176	6,809,176	(575,000)
Equipment	464,859	344,359	120,500
Total	<u>\$68,542,647</u>	<u>\$65,150,404</u>	<u>\$3,392,243</u>

Fireboat

The fireboat is owned by the State Department of Transportation and is funded by Act 171, SLH 1963 (Hawaii Revised Statutes 85 T15, Section 266-22).

<u>EXPENDITURES</u>	<u>FY 2004-05</u>	<u>FY 2003-04</u>	<u>VARIANCE</u>
Salaries	\$1,067,190	\$ 939,460	\$127,730
Fringe Benefits	240,002	185,760	54,242
Indirect Cost	126,569	97,047	29,522
Current Expenses	132,636	482,346	(349,710)
Equipment	32,508	0	32,508
Total	<u>\$1,598,905</u>	<u>\$1,704,613</u>	<u>(105,708)</u>

Revenues and Other Collections

Total revenues and other collections received total \$2,253,695.70. Significant receipts included \$1,625,068.84 reimbursement from the State for fireboat operations, \$468,781.75 from fire code permits and licenses, and \$63,900 from rental income for housing ambulances at fire stations.